

Payment Guidance Instructions



Code	Clause	Screen
001	252.204-0001 Line Item Specific: Single Funding. (SEP 2009)	Line Item Detail
002	252.204-0002 Line Item Specific: Sequential ACRN Order. (SEP 2009)	Line Item Detail
003	252.204-0003 Line Item Specific: Contracting Officer Specified ACRN Order. (SEP 2009)	Line Item Detail
004	252.204-0004 Line Item Specific: by Fiscal Year. (SEP 2009)	Line Item Detail
005	252.204-0005 Line Item Specific: by Cancellation Date. (SEP 2009)	Line Item Detail
006	252.204-0006 Line Item Specific: Proration. (SEP 2009)	Line Item Detail
007	252.204-0007 Contract-wide: Sequential ACRN Order. (SEP 2009)	Provisions
008	252.204-0008 Contract-wide: Contracting Officer Specified ACRN Order. (SEP 2009)	Provisions
009	252.204-0009 Contract-wide: by Fiscal Year. (SEP 2009)	Provisions
010	252.204-0010 Contract-wide: by Cancellation Date. (SEP 2009)	Provisions
011	252.204-0011 Contract-wide: Proration. (SEP 2009)	Provisions
012	Other –when a specific clause can not be used.	Provisions

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Code	Explanation	Screen
001	<u>Line item specific: single funding.</u> If there is only one source of funding for the contract line item (i.e., one ACRN), the payment office will make payment using the ACRN funding of the line item being billed.	Line Item Detail
002	<u>Line item specific: sequential ACRN order.</u> If there is more than one ACRN within a contract line item, the payment office will make payment in sequential ACRN order within the line item, exhausting all funds in the previous ACRN before paying from the next ACRN using the following sequential order: Alpha/Alpha; Alpha/numeric; numeric/alpha; and numeric/numeric.	Line Item Detail
003	<u>Line item specific: contracting officer specified ACRN order.</u> If there is more than one ACRN within a contract line item, the payment office will make payment within the line item in the sequence ACRN order specified by the contracting officer, exhausting all funds in the previous ACRN before paying from the next ACRN.	Line Item Detail



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004	<u>Line item specific: by fiscal year.</u> If there is more than one ACRN within a contract line item, the payment office will make payment using the oldest fiscal year appropriations first, exhausting all funds in the previous fiscal year before disbursing from the next fiscal year. In the event there is more than one ACRN associated with the same fiscal year, the payment amount shall be disbursed from each ACRN within a fiscal year in the same proportion as the amount of funding obligated for each ACRN within the fiscal year.	Line Item Detail
005	<u>Line item specific: by cancellation date.</u> If there is more than one ACRN within a contract line item, the payment office will make payment using the ACRN with the earliest cancellation date first, exhausting all funds in that ACRN before disbursing funds from the next. In the event there is more than one ACRN associated with the same cancellation date, the payment amount shall be disbursed from each ACRN with the same cancellation date in the same proportion as the amount of funding obligated for each ACRN with the same cancellation date.	Line Item Detail



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006	<u>Line item specific: proration.</u> If there is more than one ACRN within a contract line item, the payment office will make payment from each ACRN in the same proportion as the amount of funding currently unliquidated for each ACRN.	Line Item Detail
007	<u>Contract-wide: sequential ACRN order.</u> The payment office will make payment in sequential ACRN order within the contract or order, exhausting all funds in the previous ACRN before paying from the next ACRN using the following sequential order: alpha/alpha; alpha/numeric; numeric/alpha; and numeric/numeric.	Provisions
008	<u>Contract-wide: contracting officer specified ACRN order.</u> The payment office will make payment in sequential ACRN order within the contract or order, exhausting all funds in the previous ACRN before paying from the next ACRN in the sequence order specified by the contracting officer.	Provisions



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009	<u>Contract-wide: by fiscal year.</u> The payment office will make payment using the oldest fiscal year appropriations first, exhausting all funds in the previous fiscal year before disbursing from the next fiscal year. In the event there is more than one ACRN associated with the same fiscal year, the payment amount shall be disbursed from each ACRN within a fiscal year in the same proportion as the amount of funding obligated for each ACRN within the fiscal year.	Provisions
010	<u>Contract-wide: by cancellation date.</u> The payment office will make payment using the ACRN with the earliest cancellation date first, exhausting all funds in that ACRN before disbursing funds from the next. In the event there is more than one ACRN associated with the same cancellation date, the payment amount shall be disbursed from each ACRN with the same cancellation date in the same proportion as the amount of funding obligated for each ACRN with the same cancellation date.	Provisions



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011	<u>Contract-wide: proration.</u> The payment office will make payment from each ACRN within the contract or order in the same proportion as the amount of funding currently unliquidated for each ACRN.	Provisions
012	<u>Other.</u> If none of the standard payment instructions identified in paragraphs (d)(1) through (11) of this section are appropriate, the contracting officer may insert other payment instructions, provided the other payment instructions— (i) Provide a significantly better reflection of how funds will be expended in support of contract performance; and (ii) Are agreed to by the payment office and the contract administration office.	Provisions

